Intending tenderers may, on application to the Secretary, Stores Purchase Committee, obtain the requisite tender forms on which tenders should be submitted. Applications should be accompanied by a cash remittance of Rs. 10 which is the price fixed for a set of forms and which is not refundable.

Cheques, and postage stamps will not be accepted towards the cost of forms nor will the forms be sent by V.P.P.

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Dated 26th February 1953.

To

Messrs.—1. Gopalan & Co., Avenue Road, Bangalore City.
2. Lalvani's, Silver Jubilee Park Road, P.B. No. 49, Bangalore 2.
3. Lindner & Co., Chickpet, Bangalore City.
4. General Equipment Merchants Ltd., 69, Silver Jubilee Park Road, Bangalore City.

Gentlemen,

Local Indent No. 11942—*Enquiry No.* 11324.

Subject :—Supply of Dry-Type Stencils and Ink Tubes for use on Rotary Duplicators during 1953-54.

No. S.P.C. 51567-70.—With reference to your quotation received in response to the above enquiry, I write to request you to be so good as to enter order for the material described in the under mentioned schedule prices specified therein and arrange to make supplies on indents from such of the Departmental Officers as may require the material and in such quantities as may be required by them from time to time, all indents being complied with within a fortnight from the date of receipt.

The contract will be deemed to be limited to the quantities to be actually drawn by the Departments.

This contract will be in force till the end of March 1954 from this date and the material will have to be supplied throughout the said period at the prices accepted herein, and no enhancement of the said price for whatsoever reason can be granted.

Please note that the material to be supplied should strictly conform to the samples submitted by you and accepted by us and to the specifications given above, failing which they will be rejected. All rejected supplies should be replaced by correct materials within a week from the date of rejection. Failure to make supplies in time and in accordance with the quality ordered, will entail cancellation of the contract and the purchases being made from other sources debiting the extra cost, if any, incurred by Government to you. In such an event, the Stores Purchase Committee also reserve the right to levy a penalty, as and by way of liquidated damages of 3 per cent of the value of the order.

The bills of cost should be sent in duplicate to the Indenting Officers who will arrange payment.

Monthly statements in the *Proform a* given below for supplies made against the indent should be forwarded to this office in triplicate so as to reach this office latest by the 10th of every month. Nil statement should also be submitted if no supplies are made during a particular month.

FORM "A",

Statement for the month of .....

Local Indent No. .....

Serial No.	Name of Indenting Officer from whom the indent received	Nature of article	Number ordered and value	Number of articles supplied and value	Total quantity delivered during the month	Remarks
1	2	2	4	5	6	7

FORM "B"

Statement for the month of .....

Local Indent No. .....

Serial No.	Total value of order received	Total value of supplies made in the month	Total quantity and value of order received from the commencement of rate contract	Total quantity and value of order supplied from the commencement of the contract
1	2	3	4	5

Please acknowledge receipt of this communication. The above Indent Number should be quoted in all correspondence relating to this order.

1. The Indenting Officers are kindly requested to draw their quarterly or half-yearly requirements in one lot and avoid sending piecemeal indents for small quantities.

2. A *Pro forma* Statement as in form "C" may kindly be furnished every month.

FORM "C".

From the Indenting Officers.

Statement for the month of .....

Local Indent No. ... .

Serial No.	Indenting Officer	Nature of articles	Quantity ordered and rate	Quantity received with date and rate	Remarks
1	2	3	4	5	6

Local Indent No. 11942.

SCHEDULE OF ORDER.

Placed with Messrs, Gopalan & Co., Avenue Road, Bangalore City.

1	Stencil Papers, dry-type, for use on R.R R. Rotary Duplicators and on Gestetner's Duplicators as per samples submitted to this office.	Rs. 5-4-0 per quire, F.O.R. Bangalore, Sales-Tax extra.
2	Stencil Ink Tubes (1 lack) for use on Rotary Duplicators and Gestetner.	Rs. 3-0-0 per tube of 1 lb. F.O.R. Bangalare, Sales-Tax extra.

Placed with Messrs. Lalvani's, Silver Jubilee Park Road, Bangalore City.

1	Kores 'Utility' Stencil Paper, white, F Cap for use on R R. Duplicators and on Gestetner's Rotary Duplicators, respectively.	Rs. 5-10-0, per quire.

The rate quoted above is nett, *plus* sales-tax and delivery free to the Government Offices within the Corporation limits of Bangalore, for motus il orders, packing, forwarding, postage and Railway freight are extra.

Placed with Messrs. Lindner & Co., Chickpet, Bangalore City.

1	Kores make Stencil Ink for use on Rotary Duplicators 4713 Medium size tubes.	At Rs. 3-0-0, per tube, Delivery ex-y ur showrooms, Sales-Tax being extra.

Placed with Messrs. General Equipment Merchants Ltd., 69, Silver Jubilee Park Road, Bangalore City.

1	"Bharat" make Stencil Ink tubes (Black) for use on Rotary Duplicators.	At Rs. 3-8-0, per lb. to be supplied in ½ lb. collapsible tubes.

Delivery F.O.R. any office, Sales-Tax extra.

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